INDIANA STATE LIBRARY
ADVISORY COUNCIL (ISLAC)
Meeting Minutes
October 1, 2010

Vice-Chair Carolyn Wheeler called the meeting to order at 10:07 a.m.

Roll Call
> **Members Present**
> Susan Wheeler, Carolyn Wheeler, Charles Jones, John Lamborn, Martha LaBounty, and Kay Martin.
> **Indiana State Library Staff Present**
> Roberta Brooker, Jason Fields, Wendy Knapp, and Jennifer Clifton.
> **Others Present**
> Mark Broderick for John Keller.
> **Members Absent**
> James Cline, Catisha Coates, Amy Harshbarger, Mary Jackson, and David Lewis.

Approval of Agenda
The agenda was approved as presented.

Approval of July 23, 2010 Minutes
Mark Broderick noted his name was misspelled on the July 23 minutes. A motion to approve the minutes was made by Susan Wheeler. Kay Martin seconded and the motion passed.

State Library Report:
1. INSPIRE/Serial Solutions

Knapp discussed the problems with Serial Solutions and Quova. The new INSPIRE interface will not be ready until 2011 when it works with Quova. Lamborn noted that it was commendable that the State Library was able to save $50,000 without reducing the number of INSPIRE databases.

2. Delivery Service contract renewal

Fields announced the Wheels Assured contract will expire on June 30, 2011, and that an RFP was being prepared for a new multi-year contract.

3. Evergreen

Knapp reported as of 10/1/2010, there are 76 libraries live (73 public, 2 schools, and ISL). Currently, there are 3.2 million items cataloged and the service is available to 705,000 patrons. 14 public libraries are in queue to join, with an expected 100 libraries live by the end of 2011.

4. LSTA 2011 Budget

Brooker announced that Congress has postponed the 2011 budget. Laurie Brooks (of IMLS) confirmed the federal government is operating on a continuing resolution until December 3rd which may delay the availability of the 2011 LSTA funds. Brooker stated that Jim Corridan

wrote the budget anticipating $3,100,000 in funding, a 10% decrease from 2010. If full funding is received, ISLAC can revisit the budget.

Lamborn inquired if any libraries were hesitating to join Evergreen because of cost. Knapp replied that there is no cost join, but some have hesitated because Evergreen did not have needed features (such as acquisitions) or they are happy with their current ILS. Knapp said the acquisitions feature is now available, and was expected to be added in Indiana in 2011.

Fields presented the 2011 grant budget proposal and directed ISLAC members to the grant budget worksheet **[Exhibit A].** As in previous years, the award is divided into 14 grant programs: technology sub-grants, statewide consultation services, LSTA administration, Indiana Memory and digitization sub-grants, the ISL data center, special services consultation and sub-grants to institutions, library services for the blind and physically handicapped, early childhood literacy initiatives, INSPIRE databases and operations, the Indiana virtual catalog, LSTA awareness, un-served sub-grants, and innovative library technology sub-grants.

Fields explained the difference in funding between the 2010 and 2011 allotments. Funding for Technology, Digitization and Innovative grants was increased to fund sub-grants. INSPIRE Databases, Operations, Children's Literacy, Special services, and LSTA Awareness were reduced as actual costs are anticipated to be less in 2011. There were no changes to the State Data Center, Statewide Services for Consultation, Planning and Training, or Library Services for the Blind and Physically Handicapped. LSTA Administration was reduced to match IMLS's 4% cap.

A number of questions and suggestions were made during the budget presentation. Carolyn Wheeler inquired what is considered an "innovative" program. Clifton responded that it is typically a project that has not yet been done in state and cited Vincennes University's "Learning Unlimited" as an example. Brooker added that Evergreen and a mobile computer lab were also examples of past innovative projects.

There was much discussion of advertising alternatives. Brooker noted there is a state committee that approves PR/Marketing and what they will allow is extremely limited due to budget cuts and public awareness of spending. Carolyn Wheeler commented that this is unfortunate as INSPIRE radio publicity was well done. Susan Wheeler asked what type of marketing is allowed. There was discussion of social networking, public service announcements, and partnerships with universities and local chambers of commerce. Carolyn Wheeler asked that the Resource Sharing Committee write a report for the January meeting about marketing opportunities.

There was some discussion regarding what is funded by Children's Literacy grants.

Jones inquired what kind of data is being collected to support the expenses for LSTA funded programs, and how grant amounts were determined. For example, were adjustments based on the projected 10% reduction or was each grant evaluated separately. Brooker responded that each grant is different and that the budget is based on actual costs for each program. Carolyn Wheeler added that successful programs receive more funding. Jones asked if the evaluation was subjective or if the state could show written criteria if challenged. Brooker and Carolyn Wheeler

both responded that there was written criteria. Brooker added that we welcome feedback on grant amounts. Carolyn Wheeler suggested that the statewide grant applications be made available further in advance of the next budget review.

Carolyn Wheeler asked to approve the budget by consensus. All members were in favor.

Elections
Susan Wheeler stated David Lewis and Carolyn Wheeler have agreed to maintain their positions as Chair and Vice Chair. Jones moved to approve and Martin seconded the motion. Susan Wheeler added that Carolyn and David have done a wonderful job and have provided great input, and she expects another great year with them as head of the committee. Motion Passed.

Officer Reports
There were no Officer reports.

Committee Reports
Susan Wheeler commented that Carolyn Wheeler and David Lewis will be receiving a letter of thanks from the Nominating Committee on behalf of ISLAC.

Old Business
There was no old business

New Business
Carolyn Wheeler suggested that the State Library staff provide examples at the January meeting about the past year's most successful/outstanding/replicable programs, noting that it would be helpful in determining budget amounts to see the end products.

LaBounty inquired if more feedback was expected from public libraries due to the new library standards in place January 1. Carolyn Wheeler said the standards will mostly affect smaller libraries. Knapp reported that libraries have been asking for websites/Evergreen and that much of her time is spent fulfilling these requests.

Adjournment
Carolyn Wheeler moved to adjourn the meeting at 11:01 a.m. The motion was seconded by Susan Wheeler and was passed.

EXHIBIT A
Year 2011 LSTA Grant Applications Budget Worksheet

Number	Institution	Description	2009 Proposed LSTA funds	2010 Proposed LSTA funds	2011 Proposed LSTA funds
10-1-1(1)	INSPIRE Databases	To provide support for the commercial databases available through INSPIRE. INSPIRE provides Indiana residents with equitable access, via the Internet/World Wide Web, to electronic information resources.	$ 450,000.00	$ 600,000.00	$ 300,000.00
10-1-1 (2)	INSPIRE Operations	To provide operational support for INSPIRE. Funds will provide staff technical support, customer support, statistical reporting, authentication, web interface design, and federated searching.	$ 200,000.00	$ 225,000.00	$ 150,000.00
10-1-1 (3)	Indiana Virtual Catalog	To enable unlimited access to WorldCat and a State catalog. Continues funding for unlimited WorldCat and INCat (license fee). Assures Indiana libraries of the state's commitment to support this service. Indiana residents will be able to locate 30 million in holdings of information materials.	$ 475,000.00	$ 466,000.00	$ 475,000.00
10-1-1(4)	State Data Center	The project makes esources from the State Data Center available through print, DVD and Internet. In addition, the project will provide support for training programs in the use of current and historical Census statistics as well as other federal statistics. Two positions.	$ 120,000.00	$ 120,000.00	$ 120,000.00
10-2-2	Technology Sub-Grants	Technology sub-grants will be offered to libraries. Grant priorities will be to assist libraries in providing innovative technologies to better serve their communities and supporting libraries in reaching public library technology standards.	$ 175,000.00	$ 225,000.00	$ 250,000.00
10-2-3	Statewide Services for Consultation, Planning, and Training	This project provides consulting and guidance by Indiana State Library staff to ensure the highest quality of library services for all Indiana residents. It also provides for purchase of the software license for BiblioStat Complete to organize and collect statistical data about public libraries in the state. Through this grant, librarians will be able to perform at a higher level due to new knowledge or increased skills provided through ISL's consulting services or training programs.	$ 25,000.00	$ 25,000.00	$ 25,000.00

10-2-4	Innovative Library Technology Sub-grants	Funds will be made available for innovative library technology projects with the potential for statewide impact through a competitive grant program. An example of the type of project funded through this program could be a public library using LSTA funds to invest in the open source software Evergreen for Interlibrary loan.	$	350,000.00	$	350,000.00	$	500,000.00
10-2-5	LSTA Administration	Administrative oversight will be provided for the LSTA program based on a 4% cap set by the federal government. Includes consulting to libraries in Indiana concerning the types of grants available to those libraries, monitoring projects, maintaining financial records, and reports. Grantees will be able to implement user-oriented library improvements; claim reimbursement; and report outcomes/outputs in a timely and orderly manner. Two positions.	$	139,702.40	$	139,702.40	$	125,000.00
10-3-1	Indiana Memory and Digitization Sub-grants	ISL will provide leadership for digital library initiatives through the Indiana Memory Program and sub-grants to libraries. ISL will encourage a variety of Indiana libraries to digitize unique historical materials of interest to Indiana residents and state records. A statewide license for digital collection software will be maintained. Training will be provided. Preference will be given to collaborative projects when awarding sub-grants. One position.	$	300,000.00	$	300,000.00	$	350,000.00
10-4-2	LSTA Public Awareness	Implementation of a statewide marketing plan to increase the visibility and awareness of LSTA programs; INSPIRE in particular.	$	151,054.40	$	200,000.00	$	50,000.00
10-5-2	Library Services for the Blind and Physically Handicapped	To provide Indiana residents who are unable to read regular print due to a visual or physical disability with the same types of books and magazines that are available in regular print through Indiana Public Libraries. Circulations include Braille, recorded and large print books and magazines, special equipment needed to play recorded materials, and descriptions of services. Reader advisory and reference services are also provided. This project also includes locating and identifying eligible users of the service through public awareness and marketing activities as well as reference information and materials on disability issues and technology to help provide universal access of information. Four positions.	$	460,000.00	$	460,000.00	$	460,000.00

10-5-5	Indiana Children's Literacy Project	ISL will continue its efforts to provide state-wide support for early childhood literacy by providing training and by funding for statewide programs like Every Child Ready to Read @ Your Library (ECRR), the Collaborative Summer Reading Program, and AWE workstations.	$	30,000.00	$	100,000.00	$ **50,000.00**
10-5-6	Special Services Consultation & Institutional Literacy Sub-grants	ISL through LDO will assist institutional librarians by providing a Special Services Consultant and a sub-grant program. The Special Services Consultant will assist institutions in providing services to their populations through consultations, site visits, workshops, and various forms of communications. Sub-grants will assist the institution's literacy efforts by adding technology to their libraries and providing library materials. Federal grant funds will be made available to 38 libraries in residential institutions operated by the Indiana Dept of Correction, Mental Health, and Education. The Read-to-Me program is included in this project. One position.	$	175,000.00	$	175,000.00	$ **125,000.00**
10-6-1	Information Access for the Un-served Sub-grants	To assist public libraries in providing library services to the unserved and underserved populations within the state. ISL will provide support to local libraries willing to extend their current service area in order to provide support to the unserved population located nearby.	$	250,000.00	$	100,000.00	$ **120,000.00**
Total Requests				$3,300,756.80		$3,485,702.40	**$3,100,000.00**
LSTA Allotment			$	3,492,560.00	$	3,492,560.00	**?**
Difference				-$191,803.20		-$6,857.60	